COORDINATION CHECKLIST AND REPORT

For use of this form, see DA PAM 700-142; the proponent agency is ASA (ALT)

Requirements Control Symbol - CSGLD - 1959

COMMAND AND CONTROL DATA

1. FIELDING COMMAND	2. Primary End Item		3. Type of Release		4. Supporting Command (s)
	A. NSN		A. FULL		
	B. MODEL		B. CONDITIONAL		
PROJECT CODE	C. LIN		C. TRAINING		

5. GAINING COMMAND	6. Gaining Unit Rep/POC		7. Coordination Team		8. Date of Coordination *(YYYYMMDD)*
	A. NAME		A. NAME		A. MEETING
	B. OFFICE SYMBOL		B. OFFICE SYMBOL		B. OF THIS REPORT
	C. AUTOVON		C. AUTOVON		

9. a. Gaining Unit(s)

UNIT TITLE	UIC	MTOE	EDATE	DODAAC	DOC. FORMAT *(I.E., SAILS < DS4)*	PROJECTED HANDOFF DATE *(YYYYMMDD)*

DA FORM 5681, JUL 2004   DA FORM 5681-R, MAR 88, IS OBSOLETE.

APD PE v1.01ES

	YES	NO	N/A
9b. Did the fielding command assemble a materiel requirements list in a standard MRL format IAW DA Pam 700-142 and submit it to the gaining command for review 30 days prior to the format coordination.	☐	☐	☐
c. Did the coordination package identify the following separate authorized requirements? (1) EI/WS	☐	☐	☐
(2) ASIOE	☐	☐	☐
(3) OSE *(for unit activations/conversion)*	☐	☐	☐
(4) Initial Issue Class IX or combination list for TDA unit s *(e.g., TRADOC schools)* with MPL designated where applicable.	☐	☐	☐
(5) STTE.	☐	☐	☐
(6) TMDE, to include TPS and interconnecting devices, when applicable.	☐	☐	☐
(7) SPECIAL MISSION KITS/REQUIREMENTS *(e.g. BLACKOUTS KITS, FABRICATED OR MANUFACTURED ITEMS, AND ASSEMBLED ITEMS.)*			
(8) Are warranteed items indicated on the MRL?	☐	☐	☐
(9) Publications.	☐	☐	☐
(10) Deployable CTA items *(for unit activations/conversions.)*	☐	☐	☐
(11) Were specially controlled commodities identified in the total Materiel Requirements List, and available in the supply system? (a) AMMO	☐	☐	☐
(b) Bulk POL	☐	☐	☐
(c) Class VII	☐	☐	☐
(12) Discretionary items are not part of TPF. Was the unit provided a list of discretionary items that may be requisitioned?	☐	☐	☐
d. Has the gaining command requisitioned the required materiel to be available at the staging site at date of handoff? (1) Class III	☐	☐	☐
(2) Class V	☐	☐	☐
(3) Class VIII	☐	☐	☐
e. Has required COMSEQ equipment been coordinated with USACSLA and will it be available to support the fielding?	☐	☐	☐
f. Have physical security requirements been identified?	☐	☐	☐
g. During the coordination meeting, were the following areas reviewed/scrubbed? (1) Will NET be provided as part of the fielding?	☐	☐	☐
(2) Will the MTOE with the E-DATE closest to fielding be utilized to compute MRL?	☐	☐	☐
(3) Will the current approved unit MTOE be in place 340 days prior to handoff *(Encl 2)?*	☐	☐	☐
(4) MFP vs MTOE	☐	☐	☐
(5) MSP vs MTOE	☐	☐	☐
(6) MRL vs MTOE.	☐	☐	☐
(7) Did the MRL identify those items currently on hand in the unit, that should not be furnished as part of the total package?	☐	☐	☐
h. Has all available excess equipment been identified?	☐	☐	☐
i. Is a materiel transfer plan required for disposition of displaced equipment?	☐	☐	☐
j. Was gaining command/unit's required documentation package identified for each unit?	☐	☐	☐
k. Was the required assistance and support to be provided by the fielding command identified and made a matter of record?	☐	☐	☐
Did the assistance/support include: (1) Providing a list of items to the gaining command not readily available in the supply system?	☐	☐	☐
(2) Determining if items not available in the supply system could be furnished by the gaining command.	☐	☐	☐

	YES	NO	N/A
(3) Advising the gaining command that items not readily available would be requested by the fielding command for Out-of-DAMPL issue through fielding MACOM to DA?	☐	☐	☐
l. Was a staging/handoff site identified and coordinated between the fielding and gaining command?	☐	☐	☐
m. Was a coordinated handoff date determined?	☐	☐	
n. Was a Memo for Record developed by the fielding command and gaining command to identify all assistaince and support required and to be provided by both fielding command and gaining command.	☐	☐	
As a mininum, this should include: (1) Deprocessing.	☐	☐	
(2) Operational checks.	☐	☐	
(3) Coordinated inventory.	☐	☐	
(4) Assistance in establishing retain supply records.	☐	☐	☐
(5) Required facilities/equipments to include operational test areas.	☐	☐	☐
(6) P.O.L. requirements.	☐	☐	☐
(7) Calibration support.	☐	☐	☐
(8) Is any portion of the total package covered under the warranty program?	☐	☐	☐
o. Were all gaining MACOM initiated requisitions against items furnished by fielding command cancelled during the coordination meeting?	☐	☐	☐
p. HOW WILL GAINING COMMAND TRACK PACKAGE?			
q. Did the fielding command provide the gaining command with a list of all required technical publications?	☐	☐	☐
r. Was the gaining unit advised of the importance of maintaining an audit trail on all transactions to include all meetings, message traffic and telephone conservations?	☐	☐	☐

3. LIST ANY OUTSTANDING ISSUES WHICH MUST BE RESOLVED PRIOR TO FIELDING.

4. ARE ANY SUBSEQUENT COORDINATION MEETINGS PLANNED? IF YES, GIVE DATES AND POC's.

5. The signatures below signify that the required coordination meeting has been held and an audit trail has been established that will ensure a complete and timely fielding.

TYPED NAME OF FIELDING COMMAND REPRESENTATIVE		TYPED NAME OF GAINING COMMAND REPRESENTATIVE	
SIGNATURE	DATE *(YYYYMMDD)*	SIGNATURE	DATE *(YYYYMMDD)*